

c/o S

SECRET

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review. 8 September 1961

MEMORANDUM FOR: All OTR School and Staff Chiefs and C/JOTP/OTR

SUBJECT : Management Report to the DD/S

1. At this morning's staff meeting the DTR established the date of 25 September as the deadline for submitting your contributions to OTR's Management Report to the DD/S.

2. Contributions should be addressed to C/PPS for consolidation into the OTR Report.

3. Attached hereto is a summary of a discussion between Mr. [REDACTED] PPS, and [REDACTED], Executive Assistant to the DD/S, concerning this report. The attachment is the only "terms" of reference extant on this subject. [REDACTED] (extension [REDACTED] will be pleased to answer any questions you may have regarding the preparation of your contributions.

FOR THE DIRECTOR OF TRAINING

[REDACTED]
Chief, Plans and Policy Staff

Attachment: As Stated Above

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.

SECRET